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18 July 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

1. Support Components Up Language Requirements

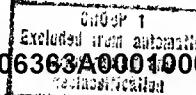
All DD/S offices have reported their language requirements by position number and title, location, language and proficiency level, and the number of people involved. This action was in response to a request by the Chairman, Agency's Language Development Committee, for an updating of language requirements in accord with HR [REDACTED] 25X1A

Among the responses, the Office of Security doubled the number of positions requiring languages, thereby giving themselves worldwide geographic coverage, with most of the new positions in the Far East. Security's language requirements average out at an "intermediate" level.

Finance has decreased requirements by two positions as a result of BALPA. However, their geographic coverage is comprehensive with average language proficiency of "elementary" level and a backup of "slight" for secondary positions in the various countries.

Medical, Commo and Logistics language requirements remain essentially the same with only minor adjustments. Commo requirements average at a "high proficiency" necessity in the Special Projects Section.

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The Office of Personnel doubled the number of positions, but dropped the average level from "elementary" to "slight" for all required proficiencies.

Most radical reverse change occurred in the Office of DD/S reporting on overseas support and administrative officer positions. Last year there were 18 positions requiring language proficiency; this year, none.

### 2. FY 70 CT Quotas Set

With Executive Director approval of Clandestine Services Career Trainee quotas for FYs 1970 and 1971, the Career Training Program Staff is now renewing its selection activities, suspended since mid-May.

With the total complement set at approximately 40 CTs for each of the next six classes, existing commitments are such that in the November 1968 and March 1969 classes there are openings only for Support and Intelligence Directorate candidates. There are no openings remaining for Clandestine Services candidates until the July 1969 class.

### 3. Other Training Topics

Language proficiency testing for the period 1 April through 30 June shows a 30% increase over the previous quarter despite a sharp decrease of EOD testing due to reduced Agency recruiting. Tests spurred by Language Policy provisions approximately doubled the number of the last reporting period. . . . Director of Finance Lester Bush will attend the DoD Computer Institute's Senior Executive Course 29 July - 2 August. . . . DDP/TRO is preparing a DD/P policy paper on incentive awards

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for Vietnamese language training within the Clandestine Services. . . .

[REDACTED] began this week.

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With dry weather, the project will require approximately two weeks for  
25X1A9a completion. . . . [REDACTED] assumed command of the  
25X1A6a [REDACTED] on 8 July.

4. Non-Agency Briefings

During this reporting period, the following non-Agency briefings  
were given:

At Headquarters, briefing on CIA and the intelligence com-  
munity for Mr. Carter Burgess, newly-appointed Ambassador to Argentina.

At Headquarters, briefing for [REDACTED]

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25X1C8c

[REDACTED] covering U.S. national  
security structure, the Director's relationship to the policy level of gov-  
ernment, and the functions of CIA and the other members of the intelligence  
community.

At DIS, briefing on the mission, functions, and organization of  
CIA for 52 new professionals taking the Intelligence Analyst Course.

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[REDACTED]  
Acting Director of Training

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